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## **COLLEGE FOR ENLISTED PROFESSIONAL MILITARY EDUCATION**

*Internet Address*

<http://www.maxwell.af.mil/au/cepme/>

**Mission:** *Provide the continuum of education necessary to inspire and develop enlisted leaders with the moral framework of integrity, service and excellence.*

The College for Enlisted Professional Military Education (CEPME) was activated 15 December 1993. The college is responsible for the instructional programs and faculty development for the Airmen Leadership Schools (ALS), Noncommissioned Officer Academies (NCOA), the Air Force Senior Noncommissioned Officer Academy (AFSNCOA), and the Chief Master Sergeant Leadership Course (CLC). These schools graduate approximately 30,000 students annually. The college conducts studies of enlisted professional military education (EPME) issues and advises Air Force leadership on EPME matters.

**Focus:** Developing Airmen with a warrior ethos and a passion for leading in the cause of freedom.

CEPME implements its missions and focus through its resident programs and distance-learning programs. The major components of CEPME are the Educational Programs Cadre (EPC), the Air Force Enlisted Heritage Research Institute (AFEHRI), the AFSNCOA, and nine NCOAs located in the continental United States (CONUS).

### **Educational Programs Cadre**

*Internet Address*

<http://www.maxwell.af.mil/au/cepme/epc/cadre.htm>

The Educational Programs Cadre (EPC) was formed in 1993 as the sole organization responsible for the development and standardization of PME for all levels of enlisted PME (EPME) throughout the Air Force. Responsibilities include resident and nonresident programs, as well as

faculty and staff development for personnel assigned to all EPME programs.

EPC consists of the dean and three directorates. The Education Directorate comprised of three instructional design teams (Airman Leadership Program, NCO Program, and SNCO Program), develops and manages EPME curricula for all EPME programs. The Operations Directorate comprised of four operational teams manages, evaluates, and supports EPME's educational programs. The Faculty Development Directorate directs the professional development of EPME educational staff and oversees faculty certification.

Overall EPC develops, validates, and evaluates the curriculum for resident and distance-learning programs and formulates policies and procedures governing operations at all EPME schools located worldwide. EPC is responsible for developing, standardizing, and assuring the effectiveness of all EPME programs for the USAF. EPC is the office of chief responsibility for the 8T000 Career Field education and Training Plan (CFETP) as well as the Community College for the Air Force (CCAF) point of contact for all CEPME schools. The EPC staff provides technology assistance and password-protected Web access for EPME schools to ensure rapid updates of policies, procedures, and curriculum. The EPC develops and manages distance-learning courses for each level of EPME and trains new instructors assigned to ALS, NCOA, and AFSNCOA programs.

### **Air Force Enlisted Heritage Research Institute**

*Internet Address*  
<http://AFEHRI.maxwell.af.mil>

The Air Force Enlisted Heritage Research Institute (AFEHRI) was established on 23 May 1997 as a component of CEPME. It is comprised of a director, NCOIC of research and heritage center, information technology work group manager, and a curator. The AFEHRI provides curriculum and student support to all facets of CEPME and Airman Leadership Schools. It also provides secondary student support to the

USAF First Sergeant Academy, USAF Historian Development Course, and 18 Air National Guard leadership schools. It captures, preserves, and archives enlisted history and heritage and assists in developing the Air Force Promotion Fitness Examination Study Guide.

The institute is comprised of two elements. The research and archives element consists of a research center, archives storage, and a student computer lab. The heritage center element consists of the Enlisted Heritage Hall with many student teaching exhibits. It is also a city and state tourist attraction and serves as a military museum to civilian visitors. The AFEHRI preserves the rich and dramatic heritage and tradition of the enlisted corps of the USAF and its antecedents: Aeronautical Division, Army Air Service; Army Air Corps; and Army Air Forces in the development of airpower to defend the United States. AFEHRI achieves its mission by featuring artifacts, art collections, pictorial exhibits, written and oral documentation, audiovisuals, equipment, and selected aircraft parts. Additionally, students use the in-house and online research capabilities to enhance learning and complete enlisted heritage research projects. A significant archival holding is also available, and efforts are systematically made to ensure its growth and availability to researchers and the public.

### **Chief Master Sergeant Leadership Course**

In January 2004, the Air Force chief of staff announced the stand up of new top-level enlisted professional military education for personnel selected for promotion to chief. This course provides our newest chief master sergeants with foundational strategic-level leadership knowledge that is invaluable to the employment of air and space forces in support of national security. In August 2004, the inaugural Chief Master Sergeant Leadership Course (CLC) completed a successful test run and entered full production in February 2005. This capstone of enlisted PME is conducted at the Air Force Senior NCO Academy located at Maxwell AFB-Gunter Annex, Alabama.

**Mission:** *Provide newly selected chief master sergeants a strategic perspective of the Air Force and its mission.*

**Goal:** Conduct a strategic-level course that orients, prepares, and equips chief master sergeants for the highest level of enlisted leadership.

**Eligibility:** Active duty chief master sergeant selects with at least six months' retainability may attend. Chiefs selected for promotion are not required to complete CLC prior to pin-on, and with few exceptions, will attend within the year selected. Selected AFRES and ANG personnel also attend on a limited basis.

## **Resident Curriculum**

The course consists of 69.5 academic hours spread over eight days. The primary instructional methodologies are formal lecture, informal lecture, guided discussion, question and answer sessions, panel discussions, and guided activity. These methodologies are used to facilitate the achievement of refined learning objectives, and all instruction is tied back to one or more of the core curriculum areas.

### **Curriculum Summary**

<b>Instructional Area</b>	<b>Academic Hours</b>
The Developing CMSgt	14.50
The Expeditionary CMSgt	17.25
Senior Enlisted Leader/Manager	28.25
Collateral Curriculum	9.50
<b>TOTAL</b>	<b>69.50</b>

### **Duration and Quotas**

The AFSNCOA, located at Maxwell AFB-Gunter Annex, conducts three, eight-day resident CLC classes each year with 200 students per class.

**Selection.** The Air Force Senior Leaders Management Office Chiefs Group (AFSLMO/CG) is the lead agent for CLC seat allocation management and student selection.

## Air Force Senior Noncommissioned Officer Academy

### *Internet Address*

<http://www.maxwell.af.mil/au/cepme/sncoa>

The Air Force established the Air Force Senior NCO Academy (AFSNCOA) in 1972 to fill a void in PME for Air Force senior NCOs. In January 1973, the academy began its first class with 120 senior NCOs and a curriculum divided into two major areas: military environment and military management. Presently, the academy has an annual enrollment of over 1,800 senior NCOs, chief petty officers, and international senior NCOs. Offering instruction in three major areas, the AFSNCOA is the capstone of enlisted PME.

In 2003 the secretary and chief of staff of the Air Force approved the testing of an initiative designed to improve interaction between officers and enlisted members in the PME environment. The initiative called for students attending the Air and Space Basic Course (ASBC) and AFSNCOA merging together in teams for a week of instruction with the goal of increasing understanding and appreciation of the talents officers and enlisted bring in projecting airpower.

The instruction provided by the AFSNCOA makes a positive impact on the careers of its graduates. Eight academy graduates have served as the chief master sergeant of the Air Force—Thomas N. Barnes, James M. McCoy, Arthur L. Andrews, Sam E. Parish, James C. Binnicker, David J. Campanale, Eric Benken, and Frederick J. Finch. Most command chief master sergeants are also academy alumni.

**Mission:** *Prepare senior noncommissioned officers to lead the enlisted force in the employment of air, space, and cyberspace power in support of our national security objectives.*

**Goal:** Conduct a relevant and rigorous educational program contributing to the professional development and motivation of senior NCOs.

**Eligibility:** Air Force and selected AFRES and ANG senior NCOs attend the academy in residence. Selected Army, Navy, Coast Guard, and international military personnel also attend on a limited basis. Active duty Air Force personnel must have at least one-year retainability

following graduation, and this course must be completed before they can be promoted to chief master sergeant.

### **Resident Curriculum**

The academy's philosophy is that senior enlisted leaders have the need and desire for advanced PME to assist them in fulfilling their expanding leadership and management roles. The senior EPME program is based on sound educational principles with high academic standards. It strives to satisfy student needs with individualized instruction where possible.

#### **Curriculum Summary**

<b>Instructional Area</b>	<b>Academic Hours</b>
Profession of Arms	99.0
Communication Skills	33.0
Leadership and Management	95.0
Collateral Curriculum	23.0
Commandant's Time	12.0
<b>TOTAL</b>	<b>262.0</b>

### **Duration and Quotas**

The AFSNCOA conducts five, 33-day resident classes each year with 420 students per class.

**Selection.** The Air Force Military Personnel Center identifies and notifies active duty students for attendance. Air Force students must meet all Air Force standards. Students from other services must meet their service's standards. Complete eligibility and selection criteria can be found in AFI 36-2301, *Professional Military Education* and online at the Air Force Education and Training Course Announcements (ETCA) (<http://etca.randolph.af.mil>).

**Academic Credit.** The AFSNCOA is affiliated through CEPME to CCAF, which is accredited through Air University by the commission on

Colleges of the Southern Association of Colleges and Schools. Graduates of the resident course are currently awarded nine semester hours of undergraduate credit from the CCAF.

### **Noncommissioned Officer Academies**

In October 1993, a Headquarters USAF program action directive ordered the transfer of the 10 CONUS NCO academies from Air Force major air commands (MAJCOM) to Air Education and Training Command (AETC). In November 1993, AETC assigned these academies to the newly formed CEPME. Currently, nine NCO academies aligned under CEPME operate in CONUS at Goodfellow, Gunter, Keesler, Kirtland, Lackland, McGuire, Peterson, Robins, and Tyndall Air Force bases. An NCO academy, located at McGhee Tyson Airport, Knoxville, Tennessee, is under the functional control of the ANG. Air Force MAJCOMs overseas operate their own academies. Pacific Air Forces (PACAF) has three academies located at Elmendorf AFB, Alaska; Kadena AB, Okinawa, Japan; and Hickam AFB, Hawaii. US Air Forces, Europe, has one academy at Kapaun AS, Germany.

**Mission:** *Prepare technical sergeants to be professional, warfighting Airmen who can manage and lead Air Force units in the employment of air, space, and cyberspace power.*

**Goal:** Furnish an environment for students to gain an understanding of their positions in the military structure and develop the skills necessary for effectiveness in those supervisory positions.

**Eligibility:** Students are technical sergeants and technical sergeant (sel) with six months of retainability upon completion of the NCOA. Students must complete the NCOA before they assume the grade of master sergeant.

### **Resident Curriculum**

The NCO Academy's 223-hour curriculum consists of three academic areas—profession of arms, communication skills, and leadership. The principal method of instruction used at this level of EPME is the guided discussion.

### Curriculum Summary

Instructional Area	Academic Hours
Profession of Arms	42.0
Communication Skills	56.0
Leadership and Management	103.0
Collateral Curriculum	13.0
Commandant's Time	9.0
<b>TOTAL</b>	<b>223.0</b>

### Duration and Quotas

The NCOA is conducted at 14 locations worldwide and most NCOAs operate seven classes per year. This is a 28-day course, and quotas are distributed by each MAJCOM annually.

**Selection.** Students are selected based on the eligibility criteria outlined in the ETCA and AFI 36-2301, *Professional Military Education*. Local MPFs manage this process for each base.

### Academic Credit

The nine CONUS NCO academies are affiliated through CEPME to the CCAF. CCAF is accredited through Air University by the Commission on Colleges of the Southern Association of Colleges and Schools. Overseas NCOAs and the ANG NCOA located at McGhee Tyson Airport are affiliated directly with CCAF. All graduates of the resident course currently receive 12 semester hours of undergraduate credit with CCAF.

### Airman Leadership School

In April 1991, the Air Force directed that Headquarters AU establish the Airman Leadership School (ALS) program. On 1 October 1991, a new and standardized program came online to teach senior Airmen PME. The stand up of the new ALS discontinued the Noncommissioned Officer Preparatory Course (NCOPC) and the



Noncommissioned Officer Leadership School (NCOLS) programs. ALS became the first of three PME programs that enlisted professionals attend during their Air Force careers. Functional responsibility for each ALS rests with the local Mission Support Squadron.

**Mission:** *Prepare senior Airmen to be professional, war-fighting Airmen who can supervise and lead Air Force work teams to support the employment of air, space, and cyberspace power.*

**Goal:** Provide senior Airmen an opportunity to more fully understand their position in the USAF organizational structure and the continued need for professional development to be effective NCOs.

**Eligibility:** Students are senior Airmen or staff sergeant selects with 48 months time in service and six months retainability in the Air Force upon graduation. ALS completion is required before attaining the rank of staff sergeant.

### **Resident Curriculum**

ALS consists of 192 curriculum hours conducted over 24 academic days at 72 locations worldwide. The primary instructional methodology is the guided discussion. Instruction covers three broad academic areas including profession of arms, communication skills, and leadership. Flight chief's time and collateral curriculum round out the course.

#### **Curriculum Summary**

<b>Instructional Area</b>	<b>Academic Hours</b>
Profession of Arms	46.0
Communication Skills	42.0
Leadership and Management	86.0
Collateral Curriculum	12.0
Flight Chief's Time	6.0
<b>TOTAL</b>	<b>192.0</b>

### **Duration and Quotas**

The ALS is conducted at 69 active duty Air Force bases worldwide and three ANG bases located in the CONUS. This is a 24-day course, and most ALS's operate eight classes per year. Quotas are locally assigned based on the eligible population.

**Selection.** Students are selected based on the eligibility criteria outlined in the ETCA and AFI 36-2301, *Professional Military Education*. Once selected, attendance is mandatory. Local MPFs work directly with each ALS to ensure eligible students are selected.

### **Academic Credit**

All ALSs are individually affiliated with the CCAF, which is accredited through Air University by the Commission on Colleges of the Southern Association of Colleges and Schools. Graduates of the resident course currently receive nine semester hours of undergraduate college credit with CCAF. CCAF is automatically notified of class graduations for update of CCAF records and transcripts.

## **CEPME Distance Learning**

The College for Enlisted Professional Military Education provides distance or distributed learning opportunities to the Air Force enlisted corps. Eligibility criteria, course responsibilities, and academic credit are outlined in the online *Air Force Institute for Advanced Distributed Learning Catalog* (<http://www.maxwell.af.mil/au/afiadl/curriculum/catalog/html/contents04-01.htm>).

### **AFSNCOA Distance Learning Course**

**AFIADL Course 00012.** The AFSNCO distance-learning (DL) course on CD-ROM consists of five modules: Profession of Arms, Behavior Analysis, Human Resource Development, Organizational Management, and Communication Skills. There are five objective, multiple-choice tests.

**AFIADL Course 00014.** The AFSNCOA DL web-based course consists of five modules: Profession of Arms, Behavior Analysis, Human Resource Development, Organizational Management, and Communications Skills. There are five objective, multiple-choice tests.

#### **NCO Academy Distance Learning Course**

**AFIADL Course 00009.** The NCO Academy DL course consists of three areas of curriculum consisting of communication skills, leadership and management principles, and the profession of arms.

#### **Airman Leadership School Distance Learning Course**

**AFIADL Course 00001.** The ALS DL course covers three curriculum areas: profession of arms, leadership and management principles, and communication skills. There is one end-of-course test.

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